



**TO:** Chief Business Officers  
Chief Student Services Officers

**FROM:** Rebecca Ruan-O'Shaughnessy, Vice Chancellor, Educational Services and Support

**RE:** 2021-22 Basic Needs Services Support Allocations

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[Assembly Bill 132](#) (the Postsecondary Education Trailer Bill) provides \$100 million in one-time funding to help California community colleges provide comprehensive basic needs services to reduce equity and achievement gaps among traditionally underrepresented student populations across California. The Chancellor's Office will distribute this one-time funding in phases, with \$30M going out in Phase 1.

This memo provides: 1) an introduction to the Social Determinants of Educational Success Framework; 2) details about the distribution of \$30M system-wide in Phase 1; and 3) an overview of the Basic Needs Strategic Plan and reporting requirements.

### **1) Addressing Basic Needs through the Social Determinants Framework**

The unprecedented investment for student basic needs in the 2021-2022 State Budget provides essential support to the California Community Colleges existing efforts, however it is insufficient alone to address the full scope of our students' critical needs. Prior to the COVID-19 pandemic, approximately 50% of California community college students faced food insecurity, 60% faced housing insecurity, and 19% faced homelessness within the past year. A mid-pandemic survey, administered by the Student Senate for California Community Colleges indicated the pandemic exacerbated our students' basic needs insecurity: 67% of student reported higher levels of mental health distress, and 40% reported dealing with a loss of income resulting in their inability to pay for housing expenses. These needs, when unmet, easily and often lead to student crises and, without timely and significant intervention at an individual level, frequently leave students in extraordinarily difficult positions. Often these students are forced into unfortunate and unnecessary choices, to address their crisis or to continue enrolling in classes to complete their educational journeys within our institutions.

Thus, in an effort to support our colleges as they work to address student needs and respond to student crises, while at the same time removing structural inequities, the Chancellor's Office will utilize a Social Determinants of Educational Success framework to guide its basic needs system-wide initiatives. Please refer to [the October 2022 Board of Governor's Learning Session](#) for more details on the framework. In short, this framework identifies (1) financial stability, (2) health and

mental health, and (3) support networks as the core social determinants of educational success. The Chancellor’s Office encourages colleges to consider these three core social determinants as they further develop their student-centered basic needs support infrastructure to achieve successful student outcomes. The Chancellor’s Office will provide an in-depth overview of the framework and answer questions in an upcoming webinar with details to be announced soon.

## **2) Phase 1 Funding**

To magnify the impact of this one-time funding, the Chancellor’s Office is taking a phased approach to distributing these funds. The main goal of the Phase 1 funding is to provide the opportunity for local conversations and planning to pave the way for transforming the current collection of financial aid and basic needs programs into a student-centered support ecosystem that shifts the burden of navigation, application, and coordination from students to institutions and maximizes students’ access to and utilization of all available support services.

Phase 1 funding of \$30,000,000 was distributed in the 2021-22 Principle Apportionment Period One (P1). The allocation funding formula for this phase includes a base amount of \$150,000 for every college. The remaining balance, in the amount of \$12,750,000, was allocated to each college based on the formula below. Please see Attachment 1 for specific college allocation amounts.

	Allocation Amount	Funding Formula
	\$17,250,000	\$150,000 base amount for each college
	\$6,375,000	Fair share to each college based on total head count of students enrolled
	\$6,375,000	Fair share to each college based on total head count of students receiving Pell Grant
<b>TOTAL</b>	<b>\$30,000,000</b>	

## **3) Strategic Plan and Reporting Requirements**

The Chancellor’s Office is currently developing a reporting mechanism, which includes a Basic Needs Strategy Plan (“the Plan”) and subsequent reports, within the NOVA system. The distribution of additional phases of the one-time Basic Needs funding will depend on colleges’ satisfactory submission of the Plan and subsequent reports. The Chancellor’s Office will provide colleges with necessary templates and additional guidance in the near future.

The strategic plan document can assist with planning and should be used as a guide for colleges to respond to essential questions, including but not limited to:

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- What are the structural barriers to developing a student-centered basic needs support ecosystem and how will the institution prioritize removing these barriers?
- Which core social determinant(s) of educational success does the institution plan to focus on proactively?
- Which basic needs intervention(s) does the institution plan to prioritize?
- What are the key institutional strategies planned to leverage related funding sources and existing programs?
- What are the intended outcomes and how will the institution determine success?

In the subsequent reports, the colleges will provide data points that are mandated by AB 132 and those that will help colleges track the progress and outcomes of the strategies they identify in the Plan to support continuous improvement. Colleges will report on:

- Progress on the strategies included in the strategic plan.
- A descriptive summary of how the funds were spent, including other funds used to supplement the allocated amount.
- Efforts enacted or in progress, that enable students to utilize Electronic Benefit Transfer on campus.
- Efforts to offer emergency housing or assistance with long-term housing arrangements.
- Campus efforts to leverage or coordinate with external state or local partners to address food and housing insecurity, student mental health and digital equity.

If you have any questions regarding this memo or the Basic Needs Support Services funding, please contact Colleen Ganley, Specialist, at [cganley@cccoco.edu](mailto:cganley@cccoco.edu) or Mia Keeley, Dean, Educational Services and Support, at [mkeeley@cccoco.edu](mailto:mkeeley@cccoco.edu).

### Attachments

1. Basic Needs Services Support College Allocations
2. Basic Needs Resource Document

cc: Aisha Lowe, Vice Chancellor, Educational Services and Support  
Marty Alvarado, Executive Vice Chancellor, Educational Services and Support  
Lizette Navarette, Vice Chancellor, College Finance and Facilities  
David O'Brien, Vice Chancellor, Government Relations

Attachment One  
Basic Needs Services Support One-time Funding Allocations

College	Amount
Allan Hancock College	\$ 249,677
American River College	\$ 391,880
Antelope Valley College	\$ 310,318
Bakersfield College	\$ 408,287
Barstow College	\$ 192,278
Berkeley City College	\$ 196,714
Butte College	\$ 254,934
Cabrillo College	\$ 231,655
Cañada College	\$ 184,501
Cerritos College	\$ 384,633
Cerro Coso Community College	\$ 189,412
Chabot College	\$ 247,150
Chaffey College	\$ 357,173
Citrus College	\$ 273,889
City College of San Francisco	\$ 357,236
Clovis Community College	\$ 218,860
Coastline Community College	\$ 228,066
College of Alameda	\$ 193,270
College of Marin	\$ 186,811
College of San Mateo	\$ 198,609
College of the Canyons	\$ 299,691
College of the Desert	\$ 272,507
College of the Redwoods	\$ 198,632
College of the Sequoias	\$ 285,904
College of the Siskiyous	\$ 174,768
Columbia College	\$ 173,245
Compton College	\$ 207,001
Contra Costa College	\$ 206,724
Copper Mountain College	\$ 172,280
Cosumnes River College	\$ 273,525
Crafton Hills College	\$ 188,026
Cuesta College	\$ 237,156
Cuyamaca College	\$ 227,312
Cypress College	\$ 290,194
De Anza College	\$ 277,417
Diablo Valley College	\$ 279,503
East Los Angeles College	\$ 446,661
El Camino College	\$ 364,824
Evergreen Valley College	\$ 234,977

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Feather River College	\$	162,212
Folsom Lake College	\$	215,481
Foothill College	\$	253,308
Fresno City College	\$	396,228
Fullerton College	\$	379,977
Gavilan College	\$	200,386
Glendale Community College	\$	298,825
Golden West College	\$	254,593
Grossmont College	\$	287,464
Hartnell College	\$	242,064
Imperial Valley College	\$	257,220
Irvine Valley College	\$	249,960
Lake Tahoe Community College	\$	176,784
Laney College	\$	235,062
Las Positas College	\$	206,099
Lassen College	\$	165,087
Long Beach City College	\$	404,286
Los Angeles City College	\$	304,381
Los Angeles Harbor College	\$	221,277
Los Angeles Mission College	\$	236,324
Los Angeles Pierce College	\$	318,123
Los Angeles Southwest College	\$	215,653
Los Angeles Trade-Tech College	\$	281,990
Los Angeles Valley College	\$	307,078
Los Medanos College	\$	224,707
Madera College	\$	193,717
Mendocino College	\$	188,140
Merced College	\$	261,426
Merritt College	\$	199,333
MiraCosta College	\$	270,564
Mission College	\$	205,043
Modesto Junior College	\$	325,641
Monterey Peninsula College	\$	207,837
Moorpark College	\$	246,512
Moreno Valley College	\$	239,561
Mt. San Antonio College	\$	510,505
Mt. San Jacinto College	\$	304,878
Napa Valley College	\$	189,109
Norco College	\$	234,326
Ohlone College	\$	218,030
Orange Coast College	\$	295,840
Oxnard College	\$	224,861
Palo Verde College	\$	171,063

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Palomar College	\$	323,515
Pasadena City College	\$	401,250
Porterville College	\$	199,773
Reedley College	\$	215,575
Rio Hondo College	\$	304,965
Riverside City College	\$	364,677
Sacramento City College	\$	330,287
Saddleback College	\$	305,833
San Bernardino Valley College	\$	279,234
San Diego City College	\$	349,452
San Diego Mesa College	\$	296,750
San Diego Miramar College	\$	249,261
San Joaquin Delta College	\$	306,253
San Jose City College	\$	215,167
Santa Ana College	\$	356,467
Santa Barbara City College	\$	255,418
Santa Monica College	\$	378,285
Santa Rosa Junior College	\$	296,976
Santiago Canyon College	\$	242,325
Shasta College	\$	245,337
Sierra College	\$	300,122
Skyline College	\$	210,831
Solano Community College	\$	215,133
Southwestern College	\$	337,398
Taft College	\$	196,645
Ventura College	\$	252,160
Victor Valley College	\$	293,267
West Hills College Coalinga	\$	181,362
West Hills College Lemoore	\$	199,501
West Los Angeles College	\$	251,565
West Valley College	\$	203,255
Woodland Community College	\$	183,628
Yuba College	\$	211,678

## Attachment Two

### Basic Needs Center Resources

*The following strategies are gathered from basic needs research and real colleges' approaches. This document is for informational purposes only; it is not intended to advocate or mandate any particular approach. Colleges are encouraged to use their local knowledge and data to select appropriate strategies. For more ideas and examples, see [Supporting Community College Students in Meeting Basic Needs \(California Community Colleges Health & Wellness\)](#).*

- Add staff capacity by creating or expanding the Basic Needs Liaison role to an office or team.
- Integrate a case management approach (Financial Aid, Health Centers, Counseling Centers) to ensure access to supports in real-time.
- Establish a dedicated workgroup or committee on campus comprised of administrators, faculty, staff, and students who are experiencing or have experienced basic needs challenges. ([The University of California's Next Phase of Improving Student Basic Needs](#))
- Review eligibility requirements that inherently create barriers to accessing services.
- Establish clear pathways with instructions on navigating services to reduce barriers to accessing services.
- Create an inviting webpage as a one-stop-shop for students experiencing challenges meeting their basic needs. Learn more: [Guide to Building an Effective College Student Basic Needs Webpage](#)
- Audit resources that are available on the campus and in the community. Put this information on an easy-to-access college webpage or app. Use this information to analyze gaps, as well. ([Addressing College Students' Basic Needs](#))
- Use welcoming, student-centric, non-stigmatizing language and imagery in your announcements, social media posts, or even [videos](#). For more language ideas, see [Supporting Community College Students in Meeting Basic Needs](#).
- Create simple postcards, bookmarks, stickers, etc. with information about where to learn more about available resources, and disseminate them to departments throughout campus—the library, gym staff, Financial Aid, etc. Encourage staff to share them with any students who may be struggling. ([Addressing College Students' Basic Needs](#))
- Use partnerships with entities on campus to outreach to students who are more frequently impacted by food and housing insecurity (e.g., EOPS, foster youth services, student parent groups, Black and African American student groups).

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- Don't create a one-size fits all approach to outreach. Focus on improving the content and modality of outreach to students; ask students for feedback on what works. ([Strengthening Emergency Aid Programs: Lessons from the CARES Act and Higher Education Emergency Relief Fund](#))

### Food Insecurity

- Leverage recent changes that expand CalFresh eligibility for students. Take advantage of the social media and promotional materials, and other general outreach provided by the [CalFresh Outreach \(CFO\) Resource Hub](#). Link to the [applications support](#) on the student portal, in the Financial Aid Office, and other high visibility areas for students.
- Provide and promote enrollment assistance for CalFresh. Incorporate pre-screening for benefits into existing services, such as counseling or orientation. ([College Ready, Hungry, and Homeless](#))
- When providing students with information about financial aid eligibility, also share information about CalFresh eligibility. ([The University of California's Next Phase of Improving Student Basic Needs](#))
- Start—or expand and improve—a food pantry on your campus. For detailed, step-by-step guidance, check out the College and University Food Bank Alliance (CUFBA) food pantry toolkits for [colleges](#) and [student governments](#).
- Offer snacks (e.g., energy bar) at various stations throughout campus, such as in the Veterans resource center, student services, or financial aid office.
- Establish a farmer's market to offer fresh foods as part of your food pantry system.
- Survey your students to find out if there are gaps in the kinds of foods available at your pantry and/or local pantries, particularly related to “ethnic” foods.
- Establish a program to allow students to donate meal swipes. Swipe Out Hunger has an [Advocacy Toolkit](#) that provides detailed guidance, and the University of California Global Food Initiative released a [case study based on their implementation of the swipes program](#).
- Implement a text or email notification system to alert students when food is available after events have concluded. ([A Helping Hand](#))

### Housing Insecurity

- For examples of large-scale, innovative housing strategies being implemented by California community colleges (e.g., tiny homes, transitional housing, residence halls), see [Affordability, Food, and Housing Access Taskforce: Addressing Housing Affordability Issues](#)
- Provide navigation services on campus to connect students with local programs, nonprofits, property owners and others who can provide affordable housing to students. ([College-Focused Rapid Rehousing](#))



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- Disseminate information about utility discount programs (also called energy assistance programs). More information: [Lowering College Students' Bills with Energy Assistance Programs](#). Find out what discounts are offered by your local energy company: [CARE/FERA Program](#). A federally funded program, [Low-Income Home Energy Assistance Program](#), also offers one-time assistance.
- Provide lockers or closets for students to store belongings. ([A Helping Hand](#))
- Partner with local hotels or motels to provide emergency housing vouchers.

### Other Items and Services

- Provide or partner with a local [clothing closet](#).
- Partner with financial or legal institution(s) to offer services such as drop-in legal advice, financial literacy coaching, and credit **building services. Avoid partnering with predatory banks/lenders, however.** [SparkPoint](#) is a good example of a model program. ([College Ready, Hungry, and Homeless](#))
- Partner with your local transit authority (or authorities) to provide free or reduced bus fare for students. [Affordability, Food, and Housing Access Taskforce: Addressing Affordable Transportation Needs](#) discusses several examples of California community colleges that have successfully done this.
- Remove or reduce parking fees for all students, or even just students who are eligible for specific financial assistance programs, such as CalWORKs. If your college issues parking citations, eliminate the practice of placing a hold on a student's record for unpaid citations. ([Affordability Taskforce](#))
- Hire staff that can provide case management with the expertise to supervise or oversee paid internships. Use lessons learned from community colleges that implemented psychological services intern programs. ([Highlights from the Field: Developing a Psychological Services Intern Program at Your Community College](#))
- Make other personal care items available at the campus clothing closet or food pantry: cold medicine, aspirin, menstrual hygiene products, soap, toothbrush and toothpaste, diapers, laundry detergent, towels ([example](#)).
- Partner with childcare programs to offer free or low-cost childcare services, such as the Child Care Access Means Parents in School (CCAMPIS) Program or Head Start or through a [campus child care center](#). Partner with local family resource centers to refer parenting students to community resources. ([Parenting While in College: Basic Needs Insecurity Among Students with Children](#))
- Move towards a trauma-informed and resilient-oriented college culture through staff and faculty training on systems and agency leadership approaches that embrace trauma-informed care. ([Trauma-Informed, Resilience-Oriented Leadership During a Pandemic](#))